



सत्यमेव जयते  
MINISTRY OF MICRO, SMALL & MEDIUM ENTERPRISES  
GOVERNMENT OF INDIA

### **EXPRESSION OF INTEREST**

The Process and Development Center (PPDC) Agra is inviting applications to engage consultants on contractual basis for a short period. Details of the position and terms & conditions for the engagement, eligibility, experience, etc. are as under:

1	Name of Post	Technical Consultant for Supporting ASPIRE Scheme
1.1	Number of post	1(one)
1.2	Method of recruitment	Short- term Contract though open advertisement
1.3	Period of Contract	1 Year but extendable based on the performance of the candidate
1.4	Education Qualification and experience	Essential : B.Tech. / M.Tech. qualification from a recognized University/Institution. Desirable: Candidate should have minimum 5 years of work experience in Rural & Agro Industries and entrepreneurship development preferably with the experience of preparing project report and should possess strong analytical communication (Both written & verbal), working knowledge of technology based skill on the computer.

1.5	Remuneration	Negotiable
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**3. Other terms and conditions** for the engagement of consultants are given below

**3.1 Place of posting:** The place of posting will be Agra/Delhi based on the requirement.

**3.2 Leave:** Leave of 8 days shall be allowed in year on pro-rata basis.

**3.3 Entitlements**

(i) **TA/DA:** Consultants shall be allowed to undertake domestic tour for which TA will be allowed for travelling by Air in economy class or by Rail in AC Two Tier as the approval of Director, PPDC, Agra.

(ii) **Reimbursement:** Reimbursement for hotel accommodation of upto Rs. 1000 per day: reimbursement of taxi charges of upto RS. 150 per diem for travel within city and reimbursement of food bills not exceeding Rs. 500 per day shall be allowed.

(iii) Consultants shall not be eligible for Government Accommodation or HRA, CGHS facilities.

**3.5 Procedure for selection:** All the applications received in response to the vacancies advertised will be scrutinized and shortlisted candidate shall be called for interview. The candidate shall be selected through selection committee.

3.6 Selection Committee shall prepare a panel of 3 Names for each vacancy and 2 persons in the waiting list. The panel shall be valid for one year.

3.7 In exceptional circumstances, selection from single source may also be made as per GFR provisions. However, full justification shall be given by the consultancy evaluation committee.

3.8 Conflict of interest: Consultant is expected to follow all rules & regulations of Government of India as applicable to officers which are in force. He/she will be expected to display utmost honesty, secrecy of office and sincerity while discharging his/her duties. In case services of the consultants are not found satisfactory, or in conflict of interest with the interests of the Government, his/her services shall be liable for discontinuation without assigning any reason.

3.9 Termination notice is not required for ending the services of the consultant.

3.10. Under exceptional circumstances, for meritorious candidates, the above guidelines may be relaxed with the approval of competent authority.

3.9 The appointment shall be purely on contract basis and Principal Director, PPDC Agra will have absolute discretion to cancel their appointment anytime without any notice period.

**3.10 Submission of Application:** Applications are to be submitted online only using the link provided below the advertisement on the website of PPDC Agra at <http://www.ppdcagra.dcmsme.gov.in> or [www.dcmsme.gov.in](http://www.dcmsme.gov.in). Eligible candidates may apply within 3 weeks. Application received in hard copies will not be accepted. For any information please contact at +8112237058, and send a email at [info@ppdcagra.in](mailto:info@ppdcagra.in)



